

Memorandum

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To: DEPUTY DISTRICT DIRECTORS, Construction
DEPUTY DIVISION CHIEFS, Structure Construction
CONSTRUCTION MANAGERS
SENIOR CONSTRUCTION ENGINEERS
RESIDENT ENGINEERS

Date: October 14, 2005

File: Division of Construction
CPD 05-9

From: ROBERT PIEFLOW 
Chief
Division of Construction

Subject: Contractor Arbitration Filing Address

Public Contract Code, Section 10240.2, entitles the contractor to file for arbitration of unresolved claims provided the contractor diligently pursued and exhausted the Department's administrative claims resolution process or after 240 days of contract acceptance. The administrative claims process is concluded upon issuance of the district director's determination of claims letter mailed to the contractor.

A contractor initiates arbitration by filing a complaint with the California Office of Administrative Hearing. Arbitration must be filed in accordance with Public Contract Code, Section 10240.2, at the current address of the California Office of Administrative Hearings:

California Office of Administrative Hearings
560 J Street, Suite 300
Sacramento, CA 95814

This address must be included in each district director's final determination of claims letter.

If you have any questions, please contact Michael Kissel, Chief, Office of Contract Administration at (916) 654-2467 or Ronald Bacani, Contract Specialist, Division of Construction at (916) 654-4452.